



ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT

Alaska Department of Labor & Workforce Development  
Alaska Workforce Investment Board  
Business Meeting - October 22 - 23, 2007  
Fairbanks Princess Riverside Lodge  
Jade Meeting Room  
Fairbanks, Alaska  
MINUTES **FINAL**  
Teleconference: 1-800-315-6338, code 2942

---

October 22<sup>nd</sup>, 2007

Call to Order by Chair Andy Baker at 9:00 a.m.

Roll Call by Director Cashen

**Members in attendance:** Commissioner Click Bishop, DOLWD Designee Guy Bell, Dick Luther for Interim Commissioner Barbara Thompson, DHSS Designee Stephanie Wheeler, DCED Designee Mike Black, Chair Andy Baker, Todd Bergman, Dave Rees, Dick Cattanach, Susan Denison, Norm Phillips, Neal Foster, Fred Villa for Wendy Redman President U of A Hamilton's Designee, Cynthia Erickson, Jim Laiti, MJ Longley, Chris Gregg, John Palmatier, Karen Rogina, Tim Scott, Vice Chair David Stone, Betty Jo Dibble, Doug Ward

A quorum of 23 was present.

**Members absent:** Lt. Governor Sean Parnell, Lt. Governor's Designee Scott Clark, Commissioner Karleen Jackson, Commissioner Emil Notti, DOWLD DVR Representative, Mayfield Evans, President Mark Hamilton U of A, Linda Hulbert

**Staff in attendance:** Executive Director Greg Cashen, Project Coordinator Louise Dean, Administrative Manager Bejean Page and Administrative Clerk Laura Stewart/ESD

**Guests and others in attendance:** Julia Quist, Nikki Kreatschman, Marcia Olsen, Cheryl Walsh, Rae Belle Whitcomb, Gwendolyn Wilson, Ellie Fitzgerald, Robin Frank, Fred Esposito, Brynn Keith, Loren Burnham, Gerry Andrews, Corine Geldhof, Karen Martine, Dennis Steffi, John Hakala, Steve Borelli, Kim Witt, Jan Harris, Karen Perdue, Karen Johnson, Tom Nelson

**Teleconferencing guests:** Judy Bockmon

**Introduction**



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Welcome by Commissioner Bishop** - Commissioner Bishop welcomed the board members to Fairbanks. Commissioner Bishop spoke about how important it is to train our young people in the trades.

**Opening Remarks by Chair Baker** - Chair Baker welcomed everyone to the meeting.

**Next Meeting Date** - Next meeting date set for February 6 & 7, 2008 in Juneau.

**Board Orientation and Briefings**

**New AWIB Members and Committee Composition** - The four new board members were introduced. They are Linda Hulbert, Norm Phillips, Betty Jo Dibble and David Rees.

**Briefings on Service Delivery Programs**

***Employment Security Division (ESD/DOLWD)*** - Director Tom Nelson congratulated Cook Inlet Tribal Council, Inc., (CITC) for attaining *Satellite Job Center* designation by the One-Stop Operator. DOLWD was forced to close two job centers this last fiscal year, one in Delta and one in Petersburg. He spoke about the Veterans Employment and Training Services changes and noted there is now additional time required with US Army Service Members. Alaska already meets or exceeds the new standards. Nikki Kreatschman, Regional Manager for the ESD Northern Region addressed the board and offered to give tours of the job center to any board members that are interested.

***Division of Public Assistance (DPA/DHSS)*** - Director Ellie Fitzjarrald updated the board on the challenges and service strategies that the division faces in 2008 for the Welfare to Work program. She also reviewed the employment outcomes from FY 2007. Ron Greer spoke about the Temporary Assistance Work Services program statistics for FY 2007.

***Division of Vocational Rehabilitation (DVR/DOLWD)*** - Director Cheryl Walsh gave an overview of FY2007 and talked about the division's mission to assist individuals with disabilities to obtain and maintain employment. She provided a statistical report to the board.

***Division of Business Partnerships (DBP/DOLWD)*** - Director Corine Geldhof and Assistant Director Mike Shiffer were present to provide a glance at workforce development programs within DBP.

**Ethics Briefing for Board Members - Judy Bockmon (teleconference)** - Judy Bockmon the State Ethics Attorney joined the meeting via teleconference and reviewed the 2007 Ethics Legislation.



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Work Keys Program Update - Marcia Olson** - Marcia Olson with DEED provided a PowerPoint presentation on the Work Keys program. Marcia Olson and Tom Nelson answered questions from board members.

MOTION to adopt resolution 07-07 supporting Work Ready/College Ready Transitional Skills as amended by David Stone

Seconded by Neal Foster.

Vote taken.

MOTION passed.

### **Action Items / Next Steps**

**Committee Strategic Plan Priorities** - Each committee brought back their top three strategic directives to this meeting. Doug Ward noted that we need to develop milestones and get some work done now that we have our three priorities. Tim Scott agreed and said that we needed to be on record as getting this part done for all three committees.

**Construction/Transportation/Health Care Training Plan/Taskforce Report Status** - Training plans for construction and transportation and a health care task force report were provided in the board binder. These reports were reviewed and upgraded by the AWIB staff and need to be reviewed by the board members. The following members volunteered to form an Ad Hoc subcommittee for AWIB training plans: Doug Ward, Karen Rogina, Dick Cattanach and John Palmatier.

Karen Perdue indicated she worked on the health care taskforce report. She wanted to thank Greg and his staff for meeting with them and unearthing this document and getting it back on the table to reinvigorate the process.

### **Discussion Items**

**Mining Industry Panel** - Steve Borell, Executive Director of the Alaska Miners Association gave an update on the Alaska mining industry. Lorna Shaw gave a presentation on Ft. Knox mine operated by Kinross. Kim Witt gave us an overview of the Pogo Mine operated by Tech Cominco. Dennis Steffy, Director of Mining & Petroleum Training Services (MAPTS) with the University of Alaska Anchorage gave a presentation on mineral industries opportunities in Alaska.

**Apprenticeships** - Commissioner Bishop introduced Gerry Andrews, the new apprenticeship coordinator for the Department of Labor. Gerry Andrews and John Hakala gave a presentation on the successes of the national registered apprenticeship program. The month of November is the 70<sup>th</sup> anniversary of the registered apprenticeship program.



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

Motion to adopt Resolution 07-05 supporting Registered Apprenticeships made by Tim Scott

Seconded by John Palmatier

The resolution was changed slightly in the last paragraph and then a vote was taken.

MOTION passed to support Resolution 07-05 Registered Apprenticeships.

**Adjourn:** Meeting was adjourned at 4:30. Nikki Kreatschman, Regional Manager invited board members to tour the job center.

A reception was held from 6:00 to 8:00 p.m. for the AWIB in the Jade Room

### **October 23, 2007 - Business Meeting**

**Call to Order by Chair Andy Baker at 9:00 a.m.**

#### **Roll Call by Director Cashen**

**Members in attendance:** Lt. Governor Sean Parnell, Commissioner Click Bishop, DOLWD Designee Guy Bell, Dick Luther for Interim Commissioner Barbara Thompson, DHSS Designee Stephanie Wheeler, DCED Designee Mike Black, Chair Andy Baker, Todd Bergman, Dave Rees, Dick Cattnach, Susan Denison, Norm Phillips, Neal Foster, Fred Villa for Wendy Redman President U of A Hamilton's Designee, Cynthia Erickson, Jim Laiti, MJ Longley, Chris Gregg, John Palmatier, Karen Rogina, Tim Scott, Vice Chair David Stone, Betty Jo Dibble, Doug Ward

A quorum of 24 was present.

**Members absent:** Lt. Governor's Designee Scott Clark, Commissioner Karleen Jackson, Commissioner Emil Notti, DOWLD DVR Representative, Mayfield Evans, President Mark Hamilton U of A, Linda Hulbert

**Staff in attendance:** Executive Director Greg Cashen, Project Coordinator Louise Dean, Administrative Manager Bejean Page and Administrative Clerk Laura Stewart/ESD

**Guests and others in attendance:** Rae Belle Whitcomb, Karen Johnson, Brynn Keith, Rick Rios, Karen Martinsen, Nikki Kreatschman, Tom Nelson, Loren Burnham, Rebecca Logan, Krista Crum, Gerry Andrews, John Hakala, Ellie Fitzjarrald, Beth Landon, Delisa Culpepper, Steve Williams, Corine Geldhof, Mike Shiffer, Jim Burton, Ruth L'Hommedieu, Cheryl Walsh, Patty Meritt, Jim Lynch, Karen Perdue, Cheryl Edenshaw, Cindy Harrington, Jan Hinde, Kay Hoch, Julia Quist, Andi Nations

**Teleconferencing guests:** None

#### **Agenda Approval -**



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

MOTION to approve the agenda by Tim Scott  
Seconded by David Stone.  
Vote taken,  
MOTION passed.

**Approval of Meeting Minutes -**

MOTION made by David Stone to approve the May 2007 AWIB meeting minutes, seconded by Neal Foster.  
Vote taken,  
MOTION passed.

**Distinguished Guests -**

Lt. Governor Sean Parnell greeted the board, he has reviewed the draft of the AGIA strategic training plan and spoke in support of the document, he commended the board and everyone involved for their work on the plan.

**Committee Reports -**

*Workforce Readiness and Employment & Placement* - Chair David Stone reported that the committee has come up with their three strategic priorities and now needs to talk about how to track them and make an imprint. The committee will need to review the construction, transportation and health care plans and update them. We need to make foundational skills our focus and make sure we incorporate employability skills into the plans.

*Policy & Planning and Assessment & Evaluation* - Chair Neal Foster reported the committee's main priority has been getting the RACs back up to speed and trying to reenergize them. An updated list of RACs was provided in the board binder. . There are some RACs we are not certain were fully endorsed, North Slope, Kenai, Mat-Su, Anchorage, NW Arctic, etc.

MOTION to fully approve and endorse all of the RACs, by Neal Foster  
Seconded by MJ Longley  
Vote taken, MOTION passed. **Need clarification on this**

*Youth Council* - Chair Tim Scott, reported that his committee formed an Ad Hoc committee to review Work Keys. They had also already set their top three priorities and were using those to direct their committee work.

*Legislative* - The big issue for this committee is STEP, to make it permanent. There are a number of issues, including rewriting some of the statutes to reclaim some of our authority and that we need to work with the State legislature to do this.



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

*Ad Hoc Committee for Pipeline Construction Training Plan* - Fred Esposito updated the board on the training plan and provided the AGIA training strategic planning document. Fred answered questions from the board about the training plan.

### Alaska Technical Center Update

Cheryl Edenshaw spoke before the board about the Alaska Technical Center being designated a “magnet school, the “Star of the Northwest”. The Alaska Technical Center is a residential post secondary technical school for grades 11-14.

MOTION by Tim Scott that the AWIB supports the concept of the Northwest Arctic Region Statewide Magnet School.

There was much discussion about the program in regards to finances and program structure. Tim clarified this was in support of the concept and not funding.

Seconded by Neal Foster

Vote Taken, MOTION passed. Andy Baker abstained from the vote.

Resolution 07-08. **Need more information**

### Public Testimony

*Jim Burton, Governor's Committee for the Disabled*, the 2007 recipient of the Volunteer of the Year Award. Would like to offer a challenge to the AWIB to put together a team consisting of the Division of Vocational Rehabilitation, the Independent Living Center, and the Governor's Council to work out an aggressive approach that will allow disabled youth to be self sufficient. Tim Scott indicated he would like to get Jim's email information for future work with the youth council.

*Patty Meritt, UAF, Early Childhood Education* - Patty spoke about Early childhood education in hope that the AWIB will see the value of supporting early childhood education careers and will include them as one of your high profile targeted professions. (Hand out provided)

*Rebecca Logan, President, ABC Alaska* - Would like the board to consider utilizing two pieces of legislation. SB124 is in house finance right now. Funding allocated work with legislative body to make sure the funds come directly to workforce development. The other is HB226; it is in senate labor and commerce. This legislation would remove the sunset on the STEP legislation. This is the group that should review that and ask for public testimony. AWIB needs to work with the legislative body to amend that and bring STEP back to total AWIB control where it is meant to be.

*Cindy Harrington, Director, Distance Early Childhood Education, AAS Program, University of Alaska* - Cindy spoke about the distance program at the University of



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

Alaska. She also informed board members there will be a summit in early December with a grant from the NGA.

*Jim Lynch, Interior Regional Advisory Council* – Jim spoke of the need to look at how to use some of the limited resources available and the local level funding. We need to bring some of that influence back to the AWIB. We need to keep the regional councils engaged and keep the board involved.

**Initiatives Pertinent to Workforce Development**

**Health Care Industry Panel** - Karen Perdue, Associate Vice President for Health, University of Alaska; Delisa Culpepper, Chief Operations Officer, Mental Health Trust Authority and Jim Lynch, Director of Human Resources, Fairbanks Memorial Hospital gave a PowerPoint presentation on health care industry issues affecting workforce development in Alaska.

**Activities Pertinent to AWIB**

**Pipeline Construction Training Plan** - Commissioner Bishop and Fred Esposito gave an overview of the pipeline construction training plan.

MOTION by Neal Foster to accept the resolution 07-06, Pipeline Construction Training Plan

David Stone seconded it.

Discussion: Dick Cattanach wanted to know the purpose of the resolution? Fred Esposito pointed out it was to support the work of the Commissioner and the committees that have worked on the plan. This would be required to move forward. Karen Rogina indicated she had looked at the plan, read it and been involved in part of the process. This resolution acknowledges in a formal way the investment and support of the plan.

Vote taken.

MOTION passed, motion carried.

Resolution 07-06.

**Voc. Education Instructor Award Criteria** - This item will be discussed in the Exco meetings.

**Exemplary Performance Recognition Award – Chair Baker and Commissioner Bishop** Mr. David Alexander and Ms. Andi Nations with Nine Star Enterprises Incorporated were presented with a gold pan award for Exemplary Performance.

**Chair Report** - None given.

**Executive Director Report** - Greg Cashen thanked the staff for putting together the binders and organizing the meeting. He also wanted the board members to know that he appreciates all the work that has been involved at the committee level.

Karen Rogina asked that Brynn give a presentation at every board meeting.

**Elections for Chair and Vice-Chair** - Doug Ward, Linda Hulbert worked on the nominations committee to find candidates within the board to run for Chair and Vice Chair. Doug chaired the committee and discussed with the board expanding the pool of candidates. He indicated that issue would need to go to the legislative committee to look into changing the statutes and/or bylaws. Andy Baker is running for Chair and David Stone is running for Vice Chair. It was also decided that the issue would be forwarded to the legislative committee for suggested changes to bring to the legislature.

MOTION to accept two nominations by     ??    

Seconded by MJ Longley

MOTION passed to re-elect both candidates to their respective seats.

**Budget** -Guy Bell reviewed the AWIB budget. The Executive Director and the Exco committee work together to schedule the committee meetings that will be held throughout the year. We negotiate with each division to come up with their percentage to help fund the AWIB.

**Adjourn to Tour of Proposed Pipeline Training Facility:** 2:00 p.m.

**Handouts Provided:**

AWIB New Board Members Biographies  
AWIB Roster, Youth Council Roster and Committee Roster  
Alaska's Executive Branch Ethics Act - Training Manual  
Division of Business Partnerships Report  
Employment Security Division Report  
Division of Vocational Rehabilitation Report  
Division of Public Assistance Report  
Work Keys - Work Ready/College Ready Presentation  
4 AAC 06.715 Work Ready/College Ready transitional skills curriculum and benchmark  
4 AAC 06.717 Work Ready/College Ready transitional skills assessment  
Committee Strategic Plan Priorities Report  
AWIB Working Committees Strategic Plan  
Construction Training Plan  
Transportation Training Plan  
Health Care Taskforce Report



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

Alaska Mining Industry Presentation  
 Pogo Mine Presentation  
 Mineral Opportunities in Alaska Presentation  
 Think Apprenticeships  
 USDOL Registered Apprenticeship brochure and flyer with fast facts

Resolution 07-05 Registered Apprenticeships  
 Resolution 07-06 Pipeline Training Plan  
 Policy & Planning and Assessment & Evaluation Report  
 Workforce Readiness and Employment & Placement Report  
 Youth Council Report  
 Health Care Industry Panel Presentation  
 Step Up Early Education and Child Care – Economic Impact Report  
 Pathways to Alaska Health Care Careers – U of A Health Programs  
 Regional Advisory Council Report  
 Alaska Technical Center Concept Paper  
 AGIA Training Strategic Planning Document  
 Vocational Education Instructor Award Draft  
 Exemplary Performance Recognition Award – Nine Star  
 AWIB Executive Director’s Report  
 Election of Officers Biographies  
 AWIB Budget  
 Alaska Works partnership Web Site information  
 Alaska Trends – July/August 2007 issue

**ACTION TRACKER**

| WHO                   | WHAT  | DUE BY                | STATUS          |
|-----------------------|---|-----------------------|-----------------|
| AWIB Staff            | Update AWIB web site  | <i>On Going</i>       | <i>On Going</i> |
| AWIB Staff            | AWIB Calendar and Committees Updates  | <i>Ongoing</i>        | <i>Ongoing</i>  |
| Executive Committee   | Wording for the Vocational Technical Training Instructor of the Year Award.                           | February AWIB Meeting |                 |
| WR/EP Committee       | Sub Committee to work on template for training plans for Construction, Transportation and Health Care | <i>Ongoing</i>        | <i>Ongoing</i>  |
| Legislative Committee | HB 226, SB124<br>AK Statutes/WIA Regulations<br>Election of officers                                  | February AWIB Meeting |                 |
| Executive Committee   | AD HOC Pipeline Training  | <i>Ongoing</i>        | <i>Ongoing</i>  |
| Executive Committee   | Alaska Technical Center Resolution  | Dec 11, 07 meeting    |                 |
| Executive Committee   | Strategic Planning Document, milestones, resources & success measures                                 | <i>Ongoing</i>        | <i>Ongoing</i>  |



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

|               |   |                |                |
|---------------|---|----------------|----------------|
| PP/AE         | Strategic Planning Document, milestones, resources & success measures | <i>Ongoing</i> | <i>Ongoing</i> |
| Youth Council | Strategic Planning Document, milestones, resources & success measures | <i>Ongoing</i> | <i>Ongoing</i> |
| WR/EP         | Strategic Planning Document, milestones, resources & success measures | <i>Ongoing</i> | <i>Ongoing</i> |